

APPLICATION FOR POST-TENURE REVIEW AND/OR RANK ADVANCEMENT TO FULL PROFESSOR

Guidelines for the College of Performing and Visual Art (CPVA)

CONTENTS

- 1) Application Cover Sheet Post-Tenure Review (see Appendix E)
- 2) The Five-Year Plan
- 3) The Five-Year Report describing progress toward the previous Five-Year Plan
- 4) Supporting documentation as determined by the department

APPENDICES AND SUPPORTING DOCUMENTATION

Department P & T Criteria (insert link)

TEACHING PORTFOLIO

Required

1. List of Courses Taught, Syllabi & Student Evaluations

If Applicable include

1. Samples of Assignments- based on department criteria
2. Curriculum Development, Instructional Delivery Design, and Innovation
3. Summary of Guest Teaching & Hosting
4. Student Achievements (under your mentorship)
5. Teaching Development
6. Adjudications and Portfolio Evaluations
7. Other Sources of Evidence of Teaching Effectiveness

SCHOLARLY AND CREATIVE

Documentation and content based on department P & T Criteria

SERVICE / LEADERSHIP

Documentation and Content based on department P & T Criteria

1. Application for Post-Tenure Review

(This document is a separate PDF in your folder. Download the form and fill out in Adobe Acrobat. Then relink the document here.)

[Link the application document here]

2. Link to most recent formal review (Tenure Review or Post-Tenure Review)

Level of Review

Review Period Dates: 20XX - 20XX

[Link to digital document]

Appendix A
Policy 6.1

**FACULTY ENGAGEMENT & CONTRIBUTION PLAN (FIVE
YEAR)**

(To be completed by faculty member submitting report, in consultation with the
Department Chair)

Name of Faculty Member _____

The completed *Faculty Engagement & Contribution Plan* is limited to three (3) pages. Please refer to the definitions of Faculty Engagement, Teaching Effectiveness, Service/Leadership, and Scholarship found in Policy 6.1, VIII, as well as to Policy 6.28 Faculty Professional Responsibility. This plan will be reviewed and approved by the P&T Mentorship Team and the Department Chair, and it will be filed in the College/School Dean's office.

How do you plan to be an engaged faculty member in the coming year? How will your contributions* align with SUU's student-centered mission and your departmental evaluation criteria?

*Some contributions, especially in Scholarship and Service/Leadership, support SUU's student-centered mission even when they do not directly relate to students. Faculty articulate how their contributions relate to SUU's mission in the space above.

FACULTY ENGAGEMENT & CONTRIBUTION REPORT (FIVE YEAR)

(To be completed by faculty member submitting report)

Name of Faculty Member _____

The completed *Faculty Engagement & Contribution Report* is limited to three (3) pages, plus supporting documentation as defined by the department. Please refer to the definitions of Faculty Engagement, Teaching Effectiveness, Service/Leadership, and Scholarship found in Policy 6.1, VIII, as well as to Policy 6.28 Faculty Professional Responsibility. This report will be reviewed and evaluated by the P&T Mentorship Team and the Department Chair, and it will be filed in the College/School Dean's office.

How were you an engaged faculty member in the previous year? How did your contributions* align with SUU's student-centered mission and your departmental evaluation criteria?

*Some contributions, especially in Scholarship and Service/Leadership, support SUU's student-centered mission even when they do not directly relate to students. Faculty articulate how their contributions relate to SUU's mission in the space above.

Teaching Portfolio

1. List of Courses Taught & Student Evaluations

[One Sample syllabi could be attached]

Fall Semester

For each course you instructed during this semester please include the following:

1. **[Course Number], [Course Name]**
 - a. Enrollment
 - b. Format (Lecture, Studio, Other)
 - c. Student Evaluations

Spring Semester

For each course you instructed during this semester please include the following:

1. **[Course Number], [Course Name]**
 - a. Enrollment
 - b. Format (Lecture, Studio, Other)
 - c. Student Evaluations

Summer Semester

For each course you instructed during this semester please include the following:

1. **[Course Number], [Course Name]**
 - a. Enrollment
 - b. Format (Lecture, Studio, Other)
 - c. Student Evaluations

Appendices & Supporting Documentation: **Teaching**

Optional (unless required by your department P&T Policy)

1. Samples of Assignments- based on department criteria
2. Curriculum Development, Instructional Delivery Design and innovative teaching approach
3. Summary of Guest Teaching & Hosting (if applicable)
4. Student Achievements (under your mentorship)
5. Teaching Development
6. Adjudications and Portfolio Evaluations
7. Other Sources of Evidence of Teaching Effectiveness

Scholarly & Creative

Documentation & Content Based on department P & T Criteria

[Add links or upload files where appropriate (I.e. audio, video, images or other documentation)]

Service/Leadership

Documentation and Content based on department P & T Criteria

Summary of Service/Leadership Activities

[Documentation of your service in department, college, university, professional, and community activities and committee assignments and briefly summarize your contribution and impact in each area where applicable. Please do not simply list committees.]